

SECRET

13 AUG 1965


MEMORANDUM FOR: Director of Logistics

SUBJECT : Agency Study of Space Requirements

1. Attached is my memorandum dated 5 August 1965 in which the DDCI approved the initiation of an in-house study to analyze Agency space requirements for use as a planning base for the expansion of facilities at the Langley Headquarters site.

2. Please initiate the proposed study. It should be clearly understood that this will be an in-house study to analyze space requirements. We will consider the next course of action after the analysis has been completed. I do not want the services of any outside consultant or firm to be used unless I specifically concur.

3. Please give me a proposal on how you plan to proceed with this study, outlining the space factors on which your analysis will be based.


R. L. Bannerman
Deputy Director
for Support

25X1A

Att: As stated

OL 5 5295

THE 13 5 30 PM '65

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FORM NO. 1 MAY 56 238		REPLACES FORM 50-1 WHICH IS OBSOLETE		DOCUMENT CONTROL (13-40)	
SEC. CL. S		ORIGIN DB/S		CONTROL NO. OL 5 5295	
DATE OF DOC. 13 Aug	DATE REC'D 8-16	DATE OUT	SUSPENSE DATE 8-24-65	CROSS REFERENCE OR POINT OF FILING	
TO FROM SUBJ. D/L Agency Study of Space Requirements				ROUTING DATE SENT	
				AO 8-16	
				A-00/L 8-16	
				D/L 8-17	
				OL/REC'D 8-17	
				C/REC'D 8-17	
				OL/EO 8-17	
				EO-RE 8-17	
				C-RE	
COURIER NO.		ANSWERED		NO REPLY	
				6	

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM			
UNCLASSIFIED	CONFIDENTIAL	XX	SECRET

CENTRAL INTELLIGENCE AGENCY
OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1	OL/EO	16 Aug 65	Pen
2	ADD/L	8/14/65	Qc
3	D/L	8/19/65	SEEN
4	RE&CD ACTION EO	8/17/65	JLR
5	LSD - action		
6	OL/EO		

ACTION	DIRECT REPLY	PREPARE REPLY
APPROVAL	DISPATCH	RECOMMENDATION
COMMENT	FILE	RETURN
CONCURRENCE	INFORMATION	SIGNATURE

Remarks: OL/EO Suspense: 24 August 1965

→ We have been requested to hold this until answered.
To 1- We have made copies for our use. L, LSD has been given copy. JH 3/8/17/65

FOLD HERE TO RETURN TO SENDER

FROM: NAME, ADDRESS AND PHONE NO.	DATE
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